



MONTEREY COUNTY TAX COLLECTOR
LOUIS G. SOLTON TREASURER - TAX COLLECTOR

P.O. BOX 891 SALINAS, CA 93902-0891

408-755-5057 SALINAS; 408-647-7857 MONTEREY; 408-385-8357 KING CITY

EXEMPTION CLAIM FROM TRANSIENT OCCUPANCY TAX

This is to certify that I, the undersigned, am exempt from the imposition of the Transient Occupancy Tax imposed by this hotel/motel/inn collecting the tax in behalf of the County of Monterey by Ordinance No. 1404, 1472 (part) and 1607 (part).

My right of exemption from the transient tax is claimed in the amount of \$_____ (total room rent) for the following reason (please circle the applicable letter).

- A. Federal government employee on official business.
- B. Any officer or employee of a foreign government who is exempt by reason of express provision of federal law or international treaty.
- C. Employees of insurance companies while performing insurance related business. This exemption shall apply only to those insurance companies which do business in California and which pay the California State Gross Premiums tax annually pursuant to California Constitution Article XIII, Section 28, in lieu of all other taxes.
- D. Employees of federal credit unions while performing credit union business. This exception shall apply only to those credit unions organized and operating under the Federal Credit Union Act.

HOTEL/MOTEL/INN NAME _____

DATE OF OCCUPANCY - FROM _____ TO _____

ROOM RATE \$ _____ ROOM # _____

GOVERNMENT AGENCY: _____

ADDRESS: _____

NAME OF IMMEDIATE SUPERVISOR: _____

I hereby certify (or declare) under penalty of perjury, that the foregoing statements are true and correct.

SIGNATURE OF TRANSIENT

SIGNATURE OF HOTEL EMPLOYEE
VERIFYING VALIDITY OF EXEMPTION
CLAIM

PRINTED NAME

WORK PHONE: () _____

DATE: _____

NOTE TO HOTEL OPERATORS:

- * The Exemption Claim from Transient Occupancy Tax shall not be approved unless the person requesting the exemption presents satisfactory credentials/orders reflecting current performance of official duties.
- * A copy of the credentials/orders of the person requesting the exemption shall be attached to each exemption claim form.
- * A separate exemption claim must be filed for each occupied room subject to rental for which the exemption is requested.
- * The original exemption claim forms and all supporting documents must be retained for a period of three years. Please submit copies of exemption claim forms with the tax return.
- * State and local government employees, contractors, federal government chartered companies, and subcontractors of any level of government are not eligible for exemption from the tax.